



Office of the Building Official
777 Lynn Street
P.O. Box 427
Herndon, VA 20172-0427
(703) 435-6850 Phone
(703) 318-8492 Fax

Non-Habitable Residential Addition Building Permit Application

Site Location:

Address: _____

Owner Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Architect/Engineer:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

License #: _____ Exp. _____

Contractor Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

State License#: _____ Exp: _____

Phone Number: _____

PERMIT NUMBER: _____

Project Information:

Est. Construction Cost: \$ _____

Type of Addition: _____

Total Square Footage: _____

Description/Use: _____

Submitter Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Fax Number: _____

I hereby certify that I have the authority to make this application, that the information given is correct, and that use and construction shall conform to County Health Regulations, Building and Zoning Ordinances, and private deed restrictions, if any, which are imposed on the property. Furthermore, I certify that all materials used for work performed under this permit will be paid directly to the supplier by the property owner, and that all compensation will be on an hourly basis and paid by the property owner directly to the person(s) performing work under this permit.

Signature _____
Contact, Owner or Authorized Agent

Date _____

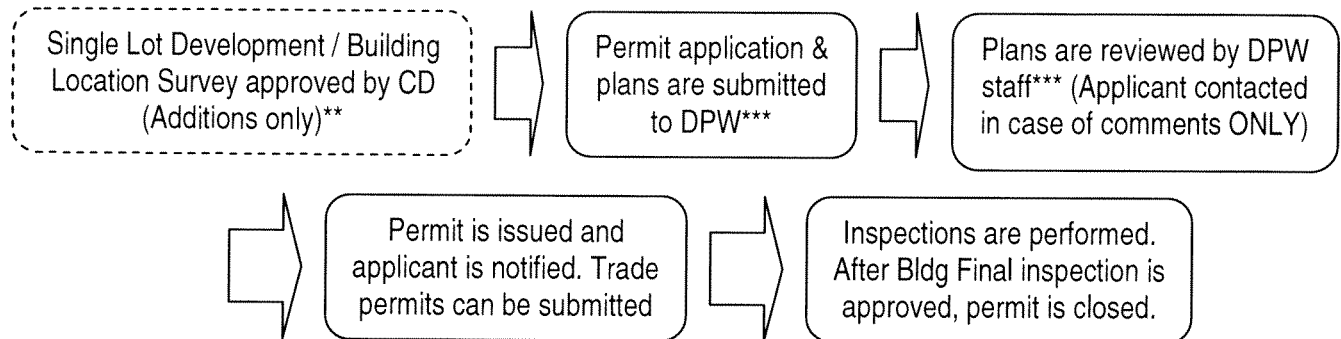
Phone Number _____

Print Name _____

RETURN THIS COMPLETED APPLICATION TO THE OFFICE OF THE BUILDING OFFICIAL FOR ISSUANCE OF A BUILDING PERMIT

Non-habitable Residential Addition Building Permit Application

Construct deck, sunroom, garage, carport, ground level patio, porch, shed, re-roof*, retaining wall*,*



*Shed: BP required only if greater than 150 sf and/or wall height of 102 inches (10 feet)

Re-roof: BP required only if plywood is being replaced. Permit not required for shingles replacement.

Retaining Wall: BP required if higher than 10 feet or if it will surround a pool.

DO NOT REQUIRE BP: fences, driveways.

** *Any habitable addition REQUIRES CD Approval (except decks and sheds under 150 sf):*

-If enlargement is between 0 – 749 sf, a copy of Building Location Survey approval is required.

-If enlargement is larger than 750 sf., a copy of single lot development approval is required

*** *Required for Building permit:*

-Non-habitable residential building permit application

-Three sets of plans or blueprints. Plans must include Plumbing, mechanical and Electrical specifications if applicable.

- Copy of CD approvals when required.

-Additions require 2 copies of Plat (with addition drawn on it)

-Owner's affidavit if no contractor is listed.